LANCASTER COUNTY FIRE COMMISSION
MEETING AGENDA
LANCASTER COUNTY EOC, 111 COVENANT PLACE
DECEMBER 1, 2016

December 1, 2016 at 7:00 PM (Meal served at approximately 6:30 – Fire Commissioners Only)

Invocation
Visitors Comments
Approval of November 3, 2016 Minutes

Information Items

- Grants Update
- Training Report
- Maintenance Report
- Budget Detailed Account Inquiry (See Attached)
- Recruitment Retention Coordinator Report
- Information Request Due January 27, 2017

Action Items

1. Discussion concerning County Council Strategic Plan (See Attached)
2. Discussion concerning McDonald Green FD Request for Rescue Truck
3. Discussion concerning $30 Gift Card Distribution
4. Discussion concerning Fire Apparatus Purchase
5. Discussion concerning Radio System User Agreement (See Correspondence)
6. Discussion concerning Administrator's Information on Tax District
7. Discussion concerning Recruitment Retention Grant Update
8. Discussion concerning Fire Commission Budget for Current and New Fiscal Year
9. Discussion concerning Approval of Fire Department AFG Grants (See Attached)
10. Standing Committee Reports
    - Standard Operating Guideline Committee
    - Strategic Planning and Governmental Operations Committee
    - Apparatus and Equipment Committee
    - Budget Planning & Appropriations Committee
    - Personnel and Interagency Relations Committee
11. Commissioner's Comments

Note: Please be sure to bring your SOG notebooks for revisions and updates.

Ideal Remaining Percent: 67 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Department: 141 Fire Service						
Fund: 10 General Fund						
10-7-141-510-25 Workers Compensation	0.00	0.00	-0.65	0.00	0.65	0
10-7-141-530-00 Travel, Training, Dues	49,500.00	4,392.75	23,884.94	6,985.00	18,630.06	38
10-7-141-540-00 Supplies-General	34,000.00	1,629.55	6,926.00	732.75	26,341.25	77
10-7-141-551-00 Equipment-General	163,000.00	8,834.59	24,662.81	60,382.88	77,954.31	48
10-7-141-551-45 Equipment-Prot. Clothing	55,000.00	393.67	6,116.54	20,228.33	28,655.13	52
10-7-141-560-00 Equipment - Capitalized	40,000.00	0.00	0.00	0.00	40,000.00	100
10-7-141-570-00 Utilities-General	165,000.00	9,003.47	40,922.89	0.00	124,077.11	75
10-7-141-590-00 Maintenance-Vehicles	130,000.00	16,121.53	40,968.99	5,359.18	83,671.83	64
10-7-141-590-05 Gasoline	70,000.00	5,184.53	12,942.56	0.00	57,057.44	82
10-7-141-591-00 Maintenance-General	40,000.00	3,849.63	17,772.67	9,207.44	13,019.89	33
10-7-141-600-00 Contractual Services (Cs)	40,000.00	8,946.56	17,403.14	4,065.60	18,531.26	46
10-7-141-650-00 Insurance-General	50,000.00	0.00	38,772.00	0.00	11,228.00	22
10-7-141-690-00 Special Projects	134,249.00	0.00	59.46	0.00	134,189.54	100
10-7-141-691-01 Sp - Promotions	38,000.00	7,940.42	14,452.18	0.00	23,547.82	62
10-7-141-760-00 Matching Funds	38,000.00	371.81	3,950.33	10,741.50	23,308.17	61
10-7-141-771-00 Ds - Lease Purchase	230,088.00	0.00	0.00	0.00	230,088.00	100
General Fund Subtotal	1,276,837.00	66,668.51	248,833.86	117,702.68	910,300.46	71
Fund: 11 Capital Improvement Fund						
11-7-141-560-00 Equipment - Capitalized	55,000.00	0.00	0.00	0.00	55,000.00	100
Capital Improvement Fund Subtotal	55,000.00	0.00	0.00	0.00	55,000.00	100
Fire Service Subtotal	1,331,837.00	66,668.51	248,833.86	117,702.68	965,300.46	72

Strategic Planning Retreat Summary

Original Document Prepared by: Walt McBride

Update: November 2016

Strategic Priorities

In order to accomplish the important work of the county and create a positive tangible image, the County Council identified several specific items necessary to address through an exercise. The specific items were then grouped into like categories and these were identified as strategic priorities, to which department heads will link their budget requests. The strategic priorities, and the specific issues used to identify them are:

Infrastructure, Capital, and Transportation Needs

- Capital needs for buildings, including a mechanics building and possible detention center. **Amendment** - remove "possible" from detention center and add the need for an EMS training facility, for which funding is already reserved.
- Continue to improve safety by staying updated with new and better equipment
- Better manage IT resources; create a strategy to upgrade IT department
- Recreational opportunities
- Identify funding source for ongoing capital needs

Staffing and Developing Organizational Capacity

- Review potential positions such as engineer, assistant for our administrator, division heads for growth management and public safety, et al.
- Building capacity within each department
- Address staff compensation
- Employee retention
- Pool services to increase efficiency thus allowing better and more available resources
- Processes

- Continuous Process Improvement; identify, document, measure, manage and implement

Managing Growth and Development

- Continue to improve our planning and growth management process. **Amendment** - include need to hire Growth Management Division Director in FY 2017-18.
- Address and develop economic development strategy
- Stick to Council approved comprehensive plan
- Plan with future for our citizens in mind to protect the quality of life
- Attract jobs so that fewer people in our county will have to leave for work in Charlotte, York County, Union County, NC

Resources and Funding Challenges

- Identify sources of revenue other than property taxes
- Resource allocation. **Amendment** - for FY 2017-18 budget consider breaking out those departments that are state agencies or controlled by the Delegation and consider their funding in conjunction with changes in the Local Government Fund.
- Identify programs with greatest return on investment; implement quality and effectiveness measures.

Intergovernmental Relations

- Explore partnerships with schools, the City of Lancaster, and the university
- Work with state to reduce unfunded mandates on local governments.

Public Information

- Improve transparency in operations

Public Safety

- Need to address crime, what are we going to do about it, how are we going to get positive results?

Updated November 2016

- Have judicial system expedite trials for habitual offenders to move them through the criminal justice system
- Study public safety staffing levels to maintain service levels with growth
- Develop strategy for volunteer retention and transition to more paid firefighters
- Safe environment; police, fire, EMS.

A new Strategic Plan will be initiated in the Fall of 2017.

Updated November 2016

Lancaster County Fire Rescue

PO Box 1809
Lancaster, SC
29721

Business Phone
803-283-8888

Fax
803-283-6333

E-mail
LCFIRE@comporium.net

Proud and Progressive

November 14, 2016

Steve Willis, Administrator
County of Lancaster
PO Box 1809
Lancaster SC 29721

Re: User Agreement, Lancaster County 800 MHz system

Dear Mr. Willis,

The Lancaster County Fire Commission, during its November meeting discussed information it received from Public Safety Communications Director Chris Nunnery during its October meeting. Much of that information was based on contractual negotiations with Palmetto 800 as well as system set up that is based on those contractual negotiations. There is concern about the wording in the "User Agreement" document. The volunteer fire service members should not be held liable for the purchase price of a radio in any way. Insuring the radios is a very good idea and supported by the Fire Commission. The Commission realizes any deductible, which hopefully will be kept to a minimum amount, would be the responsibility of the Commission with its budget. However, the User Agreement document should reflect in its written form that a volunteer firefighter is not to be held responsible for the costs of replacement or repair of a radio placed into his/her care. The Commission is willing to adopt policies which may discipline the volunteer firefighter in other ways with the involvement of the Fire Department Chiefs, but it should not be monetary in nature. The Commission also believes there should be a review group for lost, damaged, destroyed equipment that would be made up of representatives from all the agencies using the radio system. This review group would determine if a department's budget should be impacted by the deductible on the insurance or if insurance coverage is denied for some reason. The radio would be replaced or repaired within the budget of Public Safety Communications in all other cases.

Sincerely,

Rocky R Hudson

Rocky Hudson, Chairman
Lancaster County Fire Commission

McDONALD-GREEN VOLUNTEER FIRE DEPARTMENT

2787 LYNWOOD DRIVE
LANCASTER, SOUTH CAROLINA 29720
TEL/FAX 803-286-8808
mcdonaldgfd@comporium.net

Butch Ghent, Fire Chief

Mark Rallings, President

November 7,2016

To: Rocky Hudson,
Fire Commission Chairman

McDonald Green has applied for a AFG Grant (EMW-2016-FO-00361) for firefighting equipment to be placed on our new engine. If it should get Federal approval it will be awarded in 2017. Grant total is $25,991, with the Federal share $24,754 and County match $1,237. Requested items are nine (9) 100 ft. sections of five inch hose, two (2) 25ft. sections of five inch hose, a 1.5 in. and a 2.5 in. nozzle, a Master Stream device, two (2) Hand Lights, five (5) Illuminated Traffic Warning Devices, one (1) 2.5 in. double female adapter, one (1) 2.5 in. double male adapter, one (1) N.H. Thread Female to Storz adapter w/ mounting bracket, one (1) N.H. Thread male to Storz adapter w/ mounting bracket, one (1) AED, one (1) Pre-Con intake valve and one (1) Adjustable Automatic Pressure Relief device. We respectfully summit this grant to the Fire Commission for approval.

Thank You,

Butch Ghent, Chief
McDonald Green FD
803-320-1959

Darren Player

From: Kershaw Fire Department <kershawfire@comporium.net>
Sent: Monday, November 21, 2016 12:55 PM
To: Darren Player
Cc: Jeremy Sims; Morris Russell
Subject: Grants for Kershaw FD

Darren - the Kershaw Fire Department has applied for two grants.

EMW-2016-FV-90092 Amount: $344,280.00 Match: $16,394.00 Rescue Truck

EMW-2016-FO-05963 Amount: $25,695.00 Match: $1,223.00 Rescue Equipment

We are requesting that this be submitted for the county to cover the match if the grants are awarded.

Thank you in advance for your attention to this matter.

V/R,

Doug Spinks, Chief
Kershaw Fire Department
(803) 320-0990